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 Approved For Release 2000/08/15 : CIA-RDP80-01341A000100090008-3

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Compensation and Tax Division  
 Rm. 702 Key Bldg. X-2071

EXTENSION

NO.

DATE

13 March 1973

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Finance  
 1212 Key Bldg.

2.

3.

4.

5.

Support Staff

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

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STATINTL

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13 March 1973

MEMORANDUM FOR: Director of Finance

SUBJECT : Positions in Excess of Current  
and Anticipated Requirements

REFERENCE : Memo For Executive Officer, dated  
6 December 1972. Subject - Proposed  
Reduction in C&TD Ceiling

1. Further to referent memorandum and your requirement for identifying those positions by grade level which may be considered in excess of current or anticipated requirements, the following is submitted for consideration:

a. Based on new payroll system operation, an anticipated reduction of 8 positions was proposed by the end of FY 1974. From discussion this amount was changed to 5 positions which are:

PSB	(1)	857	GS-5
DPOB	(2)	849	GS-5
FPOB	(2)	853	GS-5
	<u>5</u>		

b. From recent personnel moves, the Division has reduced the on board strength by 2 as of the above date. These positions do not have to be filled and can count towards the 5 reduction. They are positions 857 and 1 from 853.

c. Additional reduction can be realized after parallel operations and system implementation.

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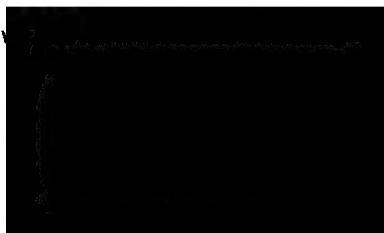
SUBJECT: Positions in Excess of Current and  
Anticipated Requirements

-2-

These reductions can be taken gradually through reassignment of certain personnel in the SF Career Service or to another Agency component. Those positions they occupy would not be eliminated but would provide for upward movement of those personnel now occupying positions which would be declared excess to Division requirement when the new system is operational.

REASSIGN WITHIN SF CAREER SERVICE

STATINTL



GS-6  
GS-6  
GS-7  
GS-5 -  
GS-9  
GS-9

REASSIGN TO OTHER AGENCY COMPONENT

STATINTL



GS-5 (Requested)  
GS-5 (Should be  
assessed for other  
than Payroll work) -

*file referred to OS# -  
3/19/73 to  
know  
definitely  
asked to  
prepare F.R. indicating  
what is the  
problem w/  
Bob? -*

d. Six of the above personnel would be replaced from within C&TD with those persons now occupying positions considered excess to requirements after system is running efficiently. The other two positions already vacant make up the original 8 positions which were proposed for reduction by FY 1974.

2. For planning purposes, three persons have expressed an interest from time to time about retiring from the Agency if conditions were right. These are:

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GS-11  
GS-9  
GS-9

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Anticipated Requirements

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It may be appropriate to approach these individuals if circumstances so warrant. However, the positions they occupy must be filled and cannot be considered as excess.

3. The only person I considered excess to C&TD requirements at this time would be [REDACTED] [REDACTED] was detailed to the Review Task Force working on the revised automated payroll system. This task is near completion and [REDACTED] future assignment should now be considered.

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[REDACTED]  
Chief  
Compensation and Tax Division

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